



KANSAS

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MEMORANDUM

TO: Statewide HR Managers
FROM: George Vega
DATE: April 6, 2006
SUBJECT: Follow-up to HR Conference

This note is intended to follow up on a conversation we started at the HR Conference this past Friday, March 31. We asked you to first share your ideas and concerns about issues that we should work on together or in groups. You shared some ideas on 3x5 cards; you will find those ideas listed in the first attachment. Some of you stayed until the end of the meeting and participated in identifying some priorities in four categories – you will find those ideas listed in the second attachment.

I am hopeful that we as an HR Community work through some of the difficult issues that confront us today and which can help state government be more successful, productive, efficient and effective. For that reason, I ask you to work with me on continuing our work in identifying those key issues that will make a difference. Many of you left the meeting by the time this conversation took place, so I am asking all of you to take another opportunity to put issues on the table for consideration.

Right now I invite you to submit ideas, both ideas that may already be listed or different ideas. You can submit these ideas to Heather Richardson (heather.richardson@da.state.ks.us) in my office until Friday, April 14. After we collect all of the ideas, I will provide you with instructions for how we will begin to prioritize. Please take this opportunity to share your ideas with us. The key to generating the energy and enthusiasm necessary to sustain a group effort is capturing the right issues on which we will work together. So we need and encourage your participation.

I look forward to hearing from you and continuing this process. Thank you so much for your interest and participation. If you have questions, please feel free to contact me at 785.291.3280 or george.vega@da.state.ks.us.

Attachments

Attachment 1

Attendees Comments Recorded on 3X5 Cards

Veteran's Preference – Those who claim, do agencies call?

Review disparate compensation in same positions that the supervisor makes less than their subordinate.

Move supervisor across the step to compensate??

Annual increases for employees. Reward and retain employees for their commitment to the State.

- May also decrease job hopping.
- Why can't we do more to encourage people to stay with a job as a career choice?

I would like classification regarding the overall pay plan. Ex: What are the goals, what are the timeframes and does everyone agree on where we are headed.

Classification plan vs. workforce availability data where putting more job titles under one title will likely make huge changes to goals. Those agencies subject to federal review on a consistent basis may suddenly find themselves underutilized. Data drive off of working titles should make data more consistent.

When will agencies have delegated authority for IT Classifications?

HR staff changing or re-thinking their definition of "recruiting" beyond posting and interviewing, to a presence on the community.

Avian Flu and Emergency Procedures – Has there been any thought as to one persons position during this classification compensation review? How can we make the case that is efficient and get the job done.

Shared Leave:

Provide more specified information with denial – not just form letter response.

Also, a more defined set of what would meet criteria.

Could agencies have limited Shared Leave (agency specific – not across the state)?

Performance Management and accountability for employees who work in remove/off-site locations and alternate work hours. How do we measure/monitor it? The perception can be that those people are held to higher standards of accountability than on-site workers.

Make promoting (as part of succession planning) easier – requirement to post any vacancy needs to be flexible. I suggest – promotion from within as a first option/preference and then post resulting vacancy.

Consistent recruitment criteria and application of minimum requirements for job classes.

Increased levels of recruitment.

Best Practice in Retention – start with the end in mind – start with the great employees we already have – re-recruitment. Create an Employer of Choice. Then we have something to share for recruiting new employees.

Compensation – what we have now is not working. Come up with a new compensation plan.

A central source for agency recourses (for training)

What plans, if any, do you have to change, improve the health insurance program? What will the cost impact be or premium changes?

What should DPS be working on?

- When is training going to be listed on the website?
- Are all state agencies going to use the same letterhead (the brand)?

Advertising – our costs have increased by approximately \$30/ad because of adding Paid for by your state tax \$.
Runs in the face of trying to save \$.

Long Term – start working on it now

- Brand – great idea, make sure we have our classification/compensation system in place.
- Statewide succession planning effort

Statewide Leave Abuse Policy

Ability to submit on-line applications to several job requisitions at the same time.

Consistency in classifications across agencies.

Since we are supposed to be one employer when are we going to start acting like one employer and have equity among all agencies?

Who will be reviewing the pd's for the agencies without classification authority to determine where the position would fall in the new classifications?

Attachment 2

Summation of Attendees Comments

1. Things that we can do right away

Public Service – in May – every agency come up with one thing that they do that is very important for the State of Kansas. Take this to the legislature to let them know

Retiree employee bank

IT Classification Authority

Provide easy access to manipulate data ADHOC

New Gun Law - Weapon policy

All state employees should be considered for promotion

Take interest in training opportunities

Educate Legislature

Figuring out - recognizing the good work of employees

Workforce planning

Go out on the federal DOL side

2. Things that we ought to put on the Conference Agenda

Reporting out on classification work

Have agencies let us know what's going on to promote

Follow up on things that was talked about today

Services that we can take advantage of within State agencies – share resources – inventory to each other
Career Fairs – partner with other agencies – people let other people know what is happening

Calendars

3. Things that are going to take a lot longer to do

Telecommunicate accept as norm

Small agencies get left out

State workplace that attracts workforce within all that is available

Compensation

3. Things that are going to take a lot longer to do CONTD:

Central source for agencies – training

What you can do for yourself and your agency

Knowledge leaving – baby boomers – what are we doing about it

Veterans' preference – is there more we can do for them

Better way of tracking veterans' preference

Disaster Recovery Planning – Short and Long Term

4. Things on the list that we already do well but need to build on our strengths

Provide excellent customer service. Need more dollars to enhance recruitment

Starting centralized recruitment ideas. Use the presentations as both and utilize the resources that are there

Use a template if the agency wants to use the training - Respect in the Workplace

Have forum discuss ethical dilemmas